



**Wilbraham Finance Committee  
Meeting Minutes  
Wilbraham Police Department with Remote Access-GoToMeeting  
Wednesday, March 4, 2026**

Committee Members Present: Todd Schneider, Kevin Hanks, Jeff Farnsworth, Joe Lawless, Diane Diehl

Committee Members Remote: Patrick Kiernan (arrived in person at 7:30 p.m.), Xiomara DeLobato (arrived in person at approximately 6:44 p.m.)

Committee Members Absent: Jennifer Leydon, Kevin Corridan

Town Staff Members Present: Town Administrator Nick Breault, Assistant TA of Finance & Budget/Treasurer/Collector Barbara Hancock, Facilities Director Sam Boyd, DPW Director Tonya Capparello, Tree Warden Dave Graziano, and Capital Planning Chair Nick Manolakis

Town Staff Members Remote: Town Accountant Derek Geser and Assistant Town Accountant Kryss Viess

At 6:30 p.m., Todd Schneider called to order the March 4, 2026 meeting of the Wilbraham Finance Committee in accordance with Mass. General Law Chapter 30(A), section 20, and in accordance with Chapter 22 of the Acts of 2023. Todd Schneider announced that this meeting of the Wilbraham Finance Committee is being recorded by Wilbraham Public Access, the Accounting Office, and the “GoToMeeting” system. He asked if there was anyone present who was also recording the meeting. No one indicated they were recording the meeting.

**Open Forum**

Nothing.

**Reserve Fund Transfer Request, Facilities Director Sam Boyd**

The Chair looked for a motion to approve the Reserve Fund Transfer in the amount of \$15,000.00 for Memorial School Operational Expenses. So moved by Kevin Hanks. Motion seconded by Joe Lawless. Sam talked about the costly and unexpected repairs at Memorial which used up most of the budget for Memorial School. The reserve fund transfer is needed for operational expenses for the remainder of the fiscal year.

At approximately 6:42 p.m., the GoToMeeting used for remote participation experienced auto and video issues. The meeting was paused to address the issues. At approximately 6:57 p.m., the meeting resumed.

There was discussion on funding and lack of contribution to the expenses by the department that utilizes the building. Further discussion ensued about the future of Memorial School.

Amended motion made by Jeff Farnsworth to reduce the \$15,000.00 to \$10,000.00. Motion seconded by Xiomara DeLobato. Roll call vote: Patrick Kiernan-yes, Joe Lawless-yes, Jeff Farnsworth-yes, Kevin Hanks-no, Diane Diehl-no, Xiomara DeLobato-yes, Todd Schneider-no. Motion passes 4-3.

The Chair looked for a motion to accept the reserve fund transfer in the amount of \$10,000.00 for Facilities. So moved by Jeff Farnsworth. Motion seconded by Xiomara DeLobato. Roll call vote: Patrick Kiernan-yes, Joe Lawless-yes, Jeff Farnsworth-yes, Kevin Hanks-no, Diane Diehl-no, Xiomara DeLobato-yes. Motion passes.

### **Budget Discussion-DPW Director Tonya Capparello**

Tonya presented the budgets for Highway, Engineering, and the Enterprise Funds. In all budgets, some line items were combined with other similar ones for a net 0% increase.

#### **Highway:**

The security line item increased due to the rising cost of police detail. Salaries decreased due to the removal of a vacant 50/50 Highway/Wastewater position. Grounds and building maintenance is level funded because of the large Capital request. Special Projects-Paving/Sidewalks/Guardrails is level funded at \$150,000.00.

#### **Wastewater:**

Postage was increased. Electricity, heating fuel, fuel and oil and office supplies were all decreased. Salaries decreased due to the removal of a vacant 50/50 Highway/Wastewater position. Contract services increased due to debt service and the Springfield Water and Sewer contract.

#### **Water:**

Salaries increased due to the upgrade of a DPW worker position to an HEO 1. Electricity, fuel and oil, postage, and office supplies decreased. Contract services and debt service increased due to the MWRA assessment number and the Miller St. Water Main Replacement Project.

#### **Solid Waste:**

Increase in professional services for environmental monitoring, billing, and training. Equipment repairs increased due to older equipment. Contract services increased for USA hauling contract. Other supplies increased due to the rising cost of bags.

#### **Capital Projects:**

Stony Hill Rd/Springfield St intersection: Sidewalk from 717-719 Stony Hill Rd towards the grammar school, through the intersection and to Town hall. The estimated total project cost is \$1.5 million. Two grants were received: Complete Streets for \$500,000.00 and the Casino Impact Grant for \$517,000.00 bringing the project cost to \$483,000.00.

Stony Hill Sidewalk: From 715 Stony Hill Rd to Stony Hill Grammar School. The project cost is \$320,000.00

RRFB's for three locations: Tinkham Rd @ Minnechaug, Dipping Hole @ Old Farm Rd and Stony Hill Rd @ Wilbraham Middle School. The project cost is \$60,000.00.

Sidewalks: On Stony Hill Rd from Old Farm Rd to 1979 Boston Rd. The project cost is \$600,000.00.

### **Budget Discussion-Tree Warden Dave Graziano**

Dave presented a level funded budget.

### **Capital Projects:**

Canopy raising and Tree Removal: Raise canopies to 15-18 ft. on various roads along with the removal of 17 trees identified as hazardous. The project cost is \$25,000.00

### **Capital Projects Discussion-Capital Planning Committee Chair Nick Manolakis**

Nick gave an overview of the projects presented to the Capital Planning Committee and emphasized the ones that the Committee would like to approve for funding. However, he mentioned that the Committee has not voted on any of the proposed projects. The projects likely approved for funding are:

DPW-Stony Hill Rd/Springfield St intersection  
Fire Dept-Fire Engine  
Recreation-Plow truck and mower  
Facilities-Air exchange at the Library  
I.T.-Two servers for the Police station  
Police-UTV Vehicle

The requested prioritized list from the schools was received Monday morning and would be discussed at tomorrow night's Capital Planning meeting. Some of the items on the list are wireless access points for Soule Rd School, exterior doors for the Middle School, HVAC handlers for the Middle School, and a sewer ejector pump at Stony Hill Rd Grammar School. The schools have applied for MSBA funding for roof replacements at Mile Tree and Stony Hill Rd Grammar School. The requested I.T. projects are 50% reimbursable through a state grant.

Capital can award projects costing up to \$2.5 million excluding the sidewalk projects.

### **HWRSD**

There was a Budget Subcommittee meeting held Monday night that Wilbraham was inadvertently uninvited. The next Budget Subcommittee meeting scheduled is March 17, 2026. The School's budget has decreased by approximately \$60,000.00. The current ask is \$3.1 million from Wilbraham.

Xiomara requested that the Top 10 Taxed Businesses be included as a topic of discussion to next week's agenda.

### **Future Meeting Schedule**

Next meeting-March 11, 2026

### **Adjourn Meeting**

The Chair looked for a motion to adjourn at 8:19 p.m. So moved by Kevin Hanks. Motion seconded by Joe Lawless. Roll call vote: Patrick Kiernan-yes, Xiomara DeLobato-yes, Diane Diehl-yes, Kevin Hanks-yes, Jeff Farnsworth-yes, Joe Lawless-no. Motion carries.

